

POTOMAC AND RAPPAHANNOCK
TRANSPORTATION COMMISSION (PRTC)

OFFICIAL COMMISSION MEETING

MINUTES

DATE: July 9, 2009
TIME: 7:00 p.m.
LOCATION: PRTC Transit Center
14700 Potomac Mills Road, 2nd Floor
Woodbridge, VA 22192-6811

1. CALL TO ORDER

Chairman May called the meeting to order at 7:00 p.m.

2. ROLL CALL

MEMBERS PRESENT

*Maureen Caddigan	Prince William County
*Corey Hill	Department of Rail & Public Transportation
*John Jenkins	Prince William County
*Frank Jones, Immediate Past Chmn	City of Manassas Park
*Michael May, Chairman	Prince William County
*Paul Milde, Treasurer	Stafford County
*Jackson Miller	Virginia House of Delegates (arrived at 7:55 p.m.)
*Martin Nohe	Prince William County
*Jonathan Way, Vice Chairman	City of Manassas

ALTERNATES PRESENT

*Jean Benson	City of Fredericksburg
*Sorine Preli	Prince William County

STAFF AND GENERAL PUBLIC

Gina Altis	PRTC Executive Assistant
Monica Backmon	PWC Department of Transportation
Tom Cain	FIRST TRANSIT East Region VP
Rick Canizales	PWC Department of Transportation
Doris Chism	PRTC Dir., Customer Service & Dispatch
Robert Corbin	FIRST TRANSIT Bus Operator

Collin Davenport
Dave Dell
Irene Dell
Melvin Denton
Joyce Embrey
Althea Evans
Anthony Foster
Shanta Garth
Gayle Gray
Christine Hoeffner
Angela Horan
Robb Howell
Ernestine Jenkins
Bob Leibbrandt
Bill Leisen
Eric Marx
Betsy Massie
Kevin Page
Paul Pitchke
Pat Pitt
Jennifer Straub
Dale Zehner

MEMBERS ABSENT

Wally Covington
Matthew Kelly, Secretary
Scott Lingamfelter
Frank Principi
Toddy Puller
George Schwartz

ALTERNATES ABSENT

David Awbrey
Charles Badger
Harry Crisp
Brad Ellis
Peter LaMarca
Lorraine Lasch
Suhas Naddoni
Hal Parrish
Brian Potvin
Corey Stewart
John Stirrup
William Wren

Aide to Congressman Connolly
FIRST TRANSIT PM Operations Supervisor
Citizen
FIRST TRANSIT Bus Operator
PRTC Dir., Finance & Administration
PRTC Dir., Marketing & Communications
PRTC Transportation Project Manager
FIRST TRANSIT AGM-Accounting & Admin.
FIRST TRANSIT VP Human Resources
VRE Manager of Planning
PRTC Legal Counsel
FIRST TRANSIT General Manager
Citizen
PWC Budget & Analysis
PRTC Manager of Contract Operations
PRTC Dir., Planning & Operations
PRTC Dir., Grants & Project Management
DRPT Chief of Rail Transportation
FIRST TRANSIT AGM-Operations
FIRST TRANSIT Dir., North American Security Ops
VRE Deputy Executive Officer
VRE Chief Executive Officer

Prince William County
City of Fredericksburg
Virginia House of Delegates
Prince William County
Virginia Senate
Stafford County

Department of Rail & Public Transportation
Department of Rail & Public Transportation
Stafford County
City of Fredericksburg
City of Fredericksburg
Prince William County
City of Manassas Park
City of Manassas
Prince William County
Prince William County
Prince William County
City of Manassas Park

*Voting Member

3. INVOCATION Led by Vice Chairman Way.
4. PLEDGE OF ALLEGIANCE Led by Commissioner Jones.
5. CITIZENS' TIME No citizens came forward.
6. PRESENTATIONS

[FT\Info] A. First Transit General Manager Robb Howell – Employee Recognition and Operations Report.

Mr. Howell recognized the June 2009 Operator-of-the-Month Shelvin Ashford.

Mr. Howell reported that 15 commendations (directed to 14 different operators) were received during the month of June. He went on to report that the accident frequency rate during the month of June is 1.26 per 100,000 miles (identical to the prior month rate) and the year-to-date rate is 2.0. The preventable frequency rate is trending downward at .66. Accidents consisted of vehicles “clipping” the mirrors as they passed OmniRide buses in the District.

Mr. Howell went on to report that the complaint rate on the OmniRide service for June is 8.3 per 10,000 passengers compared to the prior month rate of 1.54 and the year-to-date is 7.92 compared to 8.5 for the same period last year. The complaint rate on the OmniLink service for June is 5.2 compared to the prior month rate of 4.05 and the year-to-date is 4.74 compared to 5.27 for the same period last year.

Continuing, Mr. Howell reported that the Customer Satisfaction Survey results show a decline in the OmniRide service satisfaction levels. The OmniLink service ratings improved in every category including a significant increase in the satisfaction levels. PRTC and First Transit Management are investigating the results with the aim of identifying necessary actions to improve the OmniRide service ratings.

At this time, Chairman May recognized First Transit PM Operations Supervisor Dave Dell for his 20 years of service with First Transit, Inc. Also in recognition of Mr. Dell's service, Aide to Congressman Gerald Connolly (11th District) Colin Davenport presented Mr. Dell with a plaque on the Congressman's behalf.

Chairman May also recognized Commissioner Frank Jones for his valued service and distinguished leadership as the 2008 PRTC Board of Commissioners Chairman.

7. APPROVAL OF MINUTES

RES 09-07-01 Minutes of June 4, 2009.
[PRTC\Minutes]

Commissioner Jenkins moved, with a second by Commissioner Milde, to approve the Minutes as presented. There was no discussion on the motion. (JENKINS\MILDE; WITH MAJORITY VOTE, CADDIGAN\JONES ABSTAINED)

8. AGENDA APPROVAL

RES 09-07-02 Agenda of July 9, 2009.
[PRTC\Agenda]

Commissioner Caddigan moved, with a second by Commissioner Way, to approve the Agenda as amended. There was no was no discussion on the motion. (CADDIGAN\WAY, UNANIMOUS)

9. CONSENT AGENDA APPROVAL

RES 09-07-03 Consent Agenda of July 9, 2009.
[PRTC\Consent Agenda]

Commissioner Nohe moved, with a second by Commissioner Caddigan, to approve the Consent Agenda, as presented. (NOHE\CADDIGAN, UNANIMOUS)

RES 09-07-04 A. Treasurer's Report.
[PRTC\Finance]

Accepted the Treasurer's Report for period ending April 30, 2009, as presented. (NOHE\CADDIGAN, UNANIMOUS)

RES 09-07-05 B. ARRA 1511 Certification.
[PRTC\ARRA]

Authorized the Executive Director to execute the 1511 certification, to submit the certification to the appropriate bodies and to post the certification on PRTC's website with a link to Recovery.gov. (NOHE\CADDIGAN, UNANIMOUS)

RES 09-07-06 C. Mobility Management Procurement Authorization.
[PRTC\Mobility Management]

Authorized the commencement of the competitive procurement. (NOHE\CADDIGAN, UNANIMOUS)

10. VIRGINIA RAILWAY EXPRESS (VRE)

[VRE\Info] A. Operations Board Meeting Agenda and Minutes of June 19, 2009. There were no comments.

[VRE\Info] B. Chief Executive Officer's Report (6/09).

Mr. Zehner reported that ridership for fiscal year 2009 was 6.3% higher than for fiscal year 2008. System wide on-time performance was 91.5% in June (93.2% and 89.3% on the Manassas and Fredericksburg lines, respectively). VRE has experienced over 90% on-time performance five out the six calendar months of the year on both the Manassas and Fredericksburg lines. Also, a 6% fare increase went into effect on July 1st resulting in a total fare increase of 13% over the course of the past 13 months.

Commissioner Milde asked if VRE has experienced a decline in ridership since the commencement of the 6% fare increase. Mr. Zehner explained that ridership tends to decline slightly in July as a result of holidays, vacation, etc., and that people also tend to purchase tickets in advance (particularly two months worth of ten-trip tickets). Thus he opined that it is too early to tell if a ridership loss has occurred.

Mr. Zehner went on to report VRE issued a Request for Proposals (RFP) on May 8th for a new operations and maintenance contractor. A pre-proposal meeting was conducted on May 29th attended by 16 vendors. Proposals are due by the end of August and staff anticipates presenting a proposal to the VRE Operations Board and the Commission at their October and November meetings, respectively. The new contract will commence on July 1, 2010.

Moving on to another subject, Mr. Zehner reported Spotsylvania County Board members held a public meeting on June 11th regarding the County's prospective membership in PRTC/VRE. Mr. Zehner, Commissioners Kelly and Milde, Steve MacIsaac, and Al Harf attended at the request of Spotsylvania County Supervisor Jerry Logan. A letter sent by the VRE Operations Board to the Spotsylvania Board of County Supervisors addressing contractual issues is provided as an informational item. He also noted the County will conduct a public hearing on August 18th to invite further public reactions, and noted staff's ongoing effort to prepare answers to questions posed prior to the June 11th meeting for posting on Spotsylvania County's website.

Commissioner Jenkins asked if the one hour train delay resulting from an attempted suicide on the Manassas line affected VRE's on-time performance rating. Mr. Zehner replied affirmatively, reporting that one train was negatively affected.

[VRE\Info] C. Gainesville-Haymarket Extension Alternatives Analysis Report.

Mr. Harf reported the VRE Operations Board authorized the start of the procurement process at its June meeting and called the Commission's attention to the presence of the executive summary of the "Alternatives Analysis Report" in the board package as an informational item. Commissioner Caddigan voiced her support for this effort.

RES 09-07-07 D. Extend Amended Operating/Access Agreement
[VRE\CSXT] with CSXT.

Commissioner Caddigan moved, with a second by Commissioner Jenkins, to authorize the VRE Chief Executive Officer to execute an extension of the existing amended Operating/Access Agreement through January 31, 2010, to allow more time for negotiation of a longer-term agreement. Agreement was scheduled to end on July 31, 2009. There was no discussion on the motion. (CADDIGAN/JENKINS, UNANIMOUS)

RES 09-07-08 E. Authorization to Extend Amended Operating/Access
[VRE\NS] Agreement with Norfolk Southern (NS).

Commissioner Jenkins moved, with a second by Commissioner Jones, to authorize the VRE Chief Executive Officer to execute an extension of the amended Operating/Access Agreement through January 31, 2010, to allow more time for negotiation of a longer-term agreement. Agreement was scheduled to end on July 31, 2009. There was no discussion on the motion. (JENKINSJONES, UNANIMOUS)

RES 09-07-09 F. Modify the Contract for New Locomotive Purchase.
[VRE\Locomotives]

Commissioner Caddigan moved, with a second by Commissioner Jenkins, to authorize the VRE Chief Executive Officer to modify the contract with Motive Power, Inc. for the purchase of locomotives so that the base order is increased from nine to twelve locomotives, increasing the contract value by \$10,971,549, plus a 10% contingency of \$1,097,155, for a total contract value not to exceed \$48,482,380. (CADDIGAN/JENKINS, UNANIMOUS)

11. CHAIRMAN'S TIME

[PRTC\Info] A. High Speed Rail Briefing.

At this time, Mr. Kevin Page, DRPT Chief of Rail Transportation, provided an update briefing about "High Speed Rail in Virginia." A hard copy of the presentation was furnished. A question and answer session followed.

Commissioner Jones: Will the trains be able to travel at 110 mph on segments of the corridor and are the improvements as specified all-inclusive? Mr. Page replied affirmatively, noting that anticipated speeds will not be 110 mph from end to end, however.

Commissioner Way: The overall project seems ambitious. Can it be done incrementally and are there priorities? Mr. Page replied “yes” and explained DRPT will submit a prioritized list of projects to FRA tomorrow. DRPT will be afforded an opportunity to fix certain segments of the corridor that have the best/highest utility.

Commissioner Milde: How much of the funding (\$8 billion) is required for the project? Mr. Page explained the pre-application process will afford DRPT the opportunity to determine what's available via the \$8 billion and determine the readiness of other states/partners who will also submit applications. The next authorization will give the FRA an excellent opportunity to return to Congress and address additional projects over the

course of the next five to six years. He went on to explain the high speed rail corridors were created in the 1990's but were not developed because Federal funding did not follow.

Commissioner Caddigan: What is the anticipated time frame for the Washington, D.C. to Richmond corridor service segment? Mr. Page explained the \$8 billion is divided into "tracks". Track 1 consists of the "independent utility jump start projects" and under Track 1 DRPT has two years from the date of obligation to spend the funds and put the project in operation. In the "corridor development" program, application for the funds is due on October 2nd. DRPT hopes to receive a "letter of intent" to fund the projects by November and will have until 2017 to complete the projects and in service by 2018. All of the funds will have to be spent and invoices cleared through the FRA Treasury by September 30, 2017, or the funds will be returned to the U.S. Government Treasury. Returning to Mrs. Caddigan's original question, Mr. Page noted that timing depends on whether the state's grant pursuit is successful and to what degree.

Mr. Harf: What "equity" interest will the freight railroads have in bringing about these proposed improvements? Mr. Page explained DRPT is currently in discussions with the railroads about the issue. He went on to explain DRPT currently has a "framework" agreement executed by CSXT about how DRPT will develop the corridor. Under the framework agreement, there are five phases of development all the way through the high speed rail development. The shares of the investment borne by the state and the freights will depend on how the funds are distributed. FRA's grant determinations will allow DRPT to negotiate with its partners about their share of the investment.

Commissioner Jones: How will the Commonwealth sustain the service? Mr. Page acknowledged that the absence of a dedicated source of funding for operations and maintenance is a challenge but went on to say that the state is well-positioned on the capital side and in terms of a well-established relationship with the railroads.

Mr. Harf: How much of a liability does the absence of a dedicated source of funding for operations pose for the way the FRA will entertain this application once it's submitted? Mr. Page replied that the presence of existing service that would benefit from this prospective investment lessens the significance of this limitation.

Commissioner Jackson Miller arrived at 7:55 p.m. during Item 11-A – Briefing on the State's Plan for Pursuit of High Speed Rail "Stimulus Funding" and was absent on the vote for Items 7, 8, 9, 9A-C, 10D-F.

[PRTC\Info] B. Ferry Study Briefing.

Mr. Rick Canizales provided a "verbal" progress report on the "Ferry Study" that is nearing completion in Prince William County.

Mr. Canizales also provided a progress report on the "Route One BRT Study". He noted that a "kick-off" meeting is scheduled for July 16th involving technical and Stafford/Fairfax

staff. A report is scheduled for completion in December and a briefing to the Commission will follow shortly thereafter. There were no questions following the two briefings.

[PRTC\Info] C. I-95/I-395 HOT Lanes Project Briefing.

Commissioner Corey Hill, Department of Rail and Public Transportation (DRPT), provided an update briefing about the "I-95/I-395 HOT Lanes Project." A hard copy of the presentation was furnished. A question and answer session followed the briefing.

Commissioner Jackson: Will an in-line station be considered at Dumfries (Route 234)? Commissioner Hill replied "no" and explained DRPT is currently researching the "highest demand" areas to install the stations. Commissioner Jackson asked DRPT to consider this request further.

Commissioner Caddigan: If the \$63 million of fare revenues isn't collected, will the state make up the difference? Commissioner Hill replied "no" and explained the PPTA project is still in negotiations.

Commissioner Milde: Would the in-line station at Route 610 in Stafford County have a pedestrian crosswalk. Commissioner Hill replied "yes."

Commissioner Milde: What is the destination of the new Tyson's Corner bus? Mr. Harf explained that the new Tyson's Corner bus route is part of the "coping plan" for the Beltway HOT Lanes project while construction is in progress and will travel between Tyson's Corner and eastern Prince William County. The bus routing is currently being finalized and will serve the Route 123 "park and ride" commuter lot as well as the Woodbridge VRE Station.

12. EXECUTIVE DIRECTOR'S TIME

[PRTC\Info] A. Executive Director's Report.

Mr. Harf reported a full six-year reauthorization will not occur this year. An 18 month extension of SAFETEA-LU is expected, however, allowing time for "climate change" legislation and "healthcare" to become resolved issues. The Obama Administration is proposing to "bankroll" the 18 month extension by tapping general fund appropriations (\$15-\$20 million) to supplement the highway trust fund revenues so funding can be sustained at roughly the same level as in FY 2009.

Regarding the Spotsylvania County deliberations, Mr. Harf noted that a letter sent by Spotsylvania County to PRTC/VRE asking about possible changes to the Master Agreement and the VRE Operations Board's response is provided as an informational item.

Mr. Harf reported that Prince William County was successful in receiving a TPB grant for the "mobility management plan", which PRTC will have a significant role in producing in cooperation with the County and the Area Agency on Aging. Earlier this evening, the

Board approved the start of a procurement process to arrange for outside consulting assistance.

[PRTC\Action Items] B. Action Items:

RES 09-07-10 1. PRTC FY 2011 Budget Guidelines.
[PRTC\Budget]

Commissioner Caddigan moved, with a second by Commissioner Jenkins, to adopt the FY 2011 budget guidelines. There was no discussion on the motion. (CADDIGAN\JENKINS, UNANIMOUS)

RES 09-07-11 2. Commuter Park-Ride Lot Construction.
[PRTC\Commuter Lot]

Commissioner Caddigan moved, with a second by Commissioner Jenkins, to authorize the Executive Director to award a contract to Corinthian Contractors, Inc. for the construction of the commuter lot in the amount of \$615,571, plus a 15 percent contingency allowance to cover any unforeseen expenses that may arise during the course of the construction. There was no discussion on the motion. (CADDIGAN\JENKINS, UNANIMOUS)

RES 09-07-12 3. Transportation Demand Management Employer
[PRTC\Employer Outreach] Outreach Contract Award Authorization.

Commissioner Jenkins moved, with a second by Commissioner Caddigan, to authorize the Executive Director to award UrbanTrans Consultants a contract for a period of one year amounting to \$38,844.00. Authorization permits the Executive Director to exercise each of the two one-year options without the need for further Commission action. There was no discussion on the motion. (JENKINS\CADDIGAN, UNANIMOUS)

RES 09-07-13 4. Leeland Road Parcel Zoning Reclassification.
[PRTC\Leeland]

Commissioner Milde moved, with a second by Commissioner Jenkins, to authorize the Executive Director to execute a proffer statement for Parcel 46-93G at Leeland Road VRE station in Stafford County. There was no discussion on the motion. (MILDE\JENKINS, UNANIMOUS)

[PRTC\Info] C. Information Items:

1. PRTC Service Performance Reports. There were no comments.
2. PRTC Budget-to-Actual Comparison. There were no comments.
3. Fatal Shooting at PRTC on June 15, 2009.

Mr. Harf introduced First Transit Vice President of Human Resources Gayle Gray and Director of North American Security Operations Pat Pitt, who have been actively involved in the post-incident investigations and background checking snafu. He also introduced East Region Vice President Tom Cain, on-site General Manager and Assistant General Manager-Operations Robb Howell and Paul Pitchke, respectively.

Mr. Harf briefed the Board about the events of the June 15th incident. Discussion ensued about the efforts to sustain bus service and the background checking practices in use by First Transit. Following the discussion, Chairman May asked First Transit to provide an update briefing to the Commission at its September meeting about how First Transit's background checking practices will be shored up to avoid a recurrence. He also asked the Executive Director to prepare a resolution for the Commission's adoption at the September meeting to commend the organization for a job well done under very difficult circumstances.

4. Latest Bus Customer Satisfaction Survey Results. There were no comments.
5. APTA Challenge of State & Local Funding Constraints on Transit Systems: Effects on Service, Fares, Employment and Ridership Survey Results (6-09). There were no comments.
6. Communications:
 - a. Related to Funding. There no comments.
 - b. Related to Jurisdiction. There no comments.
 - c. General Interest. There were no comments.

13. OTHER BUSINESS/COMMISSIONERS' TIME

Commissioner Caddigan asked the Executive Director to contact Lin Ezell, Director of the National Museum of the Marine Corps, about the possibility of PRTC providing bus service to/from the Museum.

14. ADJOURNMENT

There being no further business to come before the Commission, Chairman May adjourned the meeting at 9:30 p.m.

NEXT MEETING: Thursday, September 3, 2009, 7:00 p.m.

LOCATION: PRTC Transit Center
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Woodbridge, VA 22192-6811
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